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17 February 1961

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MEMORANDUM FOR: Chairmen, Committees of the United States
Intelligence Board

SUBJECT : Recommendation 33 of the Report of the Joint
Study Group on Foreign Intelligence Activities.

Recommendation 33 of the Joint Study Group, as amended and approved by the NSC, provides that the Coordination Staff "should review the functions and activities of the several committees and sub-committees of the United States Intelligence Board. This review should include consideration of possible changes in the committee structure and improved reporting procedures."

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As a first step toward meeting our responsibility in this matter, I have asked [redacted] of this staff to arrange to meet with you individually during the course of the next three or four weeks. The purpose of these initial meetings is to enable us to familiarize ourselves with the work and accomplishments of each committee. We wish also to obtain the views of each chairman as to the problems and difficulties encountered in the work of the committee, and suggestions as to how the Coordination Staff may be of assistance.

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Assistant for Coordination

Cost Estimates Committee

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